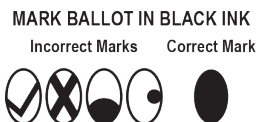


# VOTING EQUIPMENT INSTRUCTIONS

## OPTICAL SCAN AND PAPER BALLOT VOTING

**On an optical scan ballot,** make your selections by filling in ovals next to your choices. Darken the ovals completely rather than making a cross or a checkmark. If a pen or pencil is provided, use it to ensure the scanning machine accepts your ballot.



**On a hand-counted paper ballot,** make your selections by making crosses or checkmarks in boxes next to your choices.

**Mark the ballot** according to the instructions at the top of the ballot.

**You may write in a person's name** if a blank line is provided and the person's name is not printed anywhere on the ballot.

**When you finish,** check your ballot to ensure that you have voted for all races and questions as you intended.

**Make sure** you didn't vote for more selections than allowed.

**Insert your optical scan ballot** in the secrecy sleeve and hand it to an election board worker or, if the scanning machine is at the polling place, insert the ballot directly into the machine, or **fold your paper ballot** and hand it to an election board worker.

## ELECTRONIC VOTING

**Electronic machines** may be touch screen or push button. **Read the instructions** on the screen and make your selections.

**You may have to scroll** through multiple screens to view the entire ballot.

**When you finish,** review your ballot to ensure that you have voted for all the races and questions you intended.

**Make sure** you follow the instructions to cast your ballot before leaving the voting booth.

# ELECTION DATES

## IMPORTANT DATES FOR PRIMARY ELECTION

**TUESDAY, JULY 17**

Deadline to register to vote or  
change party affiliation

**FRIDAY, AUGUST 3**

Deadline to apply for an  
advance ballot to be mailed

**TUESDAY, AUGUST 7**

Primary Election

## IMPORTANT DATES FOR GENERAL ELECTION

**TUESDAY, OCTOBER 16**

Deadline to register to vote

**FRIDAY, NOVEMBER 2**

Deadline to apply for an  
advance ballot to be mailed

**TUESDAY, NOVEMBER 6**

General Election

## CONTACT INFORMATION

Kansas Secretary of State  
Memorial Hall, 1st Floor  
120 SW 10th Avenue | Topeka, KS 66612-1594  
800-262-VOTE (8683) or 785-296-4561  
Fax: 785-291-3051  
[www.sos.ks.gov](http://www.sos.ks.gov) | [www.voteks.org](http://www.voteks.org)  
[election@sos.ks.gov](mailto:election@sos.ks.gov)

County information may be found at  
[www.sos.ks.gov/elections/elections\\_registration\\_ceo.asp](http://www.sos.ks.gov/elections/elections_registration_ceo.asp)

Legal Sources: K.S.A. 25-2301, 25-2306, 25-2309, 25-203, 25-101, 25-2701,  
25-106, 25-1119, 25-1215, 25-1801, 25-2908. Rev. 10/18/12 tc

# A GUIDE TO VOTING IN KANSAS



[WWW.VOTEKS.ORG](http://WWW.VOTEKS.ORG)  
**800-262-VOTE (8683)**

Prepared by  
Kris W. Kobach  
Kansas Secretary of State

2012

# TEN STEPS TO VOTING

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## 1. ARE YOU ELIGIBLE TO VOTE?

The qualifications to vote are:

- (a) be 18 years of age or older
- (b) be a U.S. citizen
- (c) be a resident of Kansas

There is no length of residency requirement in Kansas, but a person must be registered 21 days before the election and must be a resident at the time of registration.

If you are 17 years old but will be 18 before the next election you may register to vote. This does not allow you to vote in the primary or at any other election before turning 18.

## 2. HOW DO YOU REGISTER TO VOTE?

Registration forms can be found at your county election office, the secretary of state's office, or [www.voteks.org](http://www.voteks.org).

Registration is available at hundreds of places statewide. These sites include many banks, grocery stores, libraries, public events such as county fairs, and city offices.

The Kansas voter registration application form also is used to update registration records, such as name changes, address changes, or party affiliation changes.

**To complete the form:** Read and carefully answer all required questions. Once the voter registration form has been completed and signed, you may return it by mail or hand-deliver it to your county election office. Your county election office will mail you a certificate after processing your application.

The deadline to register to vote for any election is 21 days prior to that election. (Example: To vote in the Nov. 6 general election, you must be registered by Oct. 16.)

## 3. IS YOUR REGISTRATION UP TO DATE?

When moving to a different location, it is important to register to vote as soon as possible. This ensures that you are qualified to vote in upcoming elections.

There are two ways to change your voter registration information:

- (a) Changing the information on your driver's license will automatically update your voter registration information and your certificate.
- (b) Completing a new voter registration application and returning it to the secretary of state's office or your county election office.

## 4. DO YOU KNOW THE CANDIDATES?

It is important to be informed about the candidates and issues. There are many sources of information that are easy to access including your local newspaper, TV news provider, candidate forums, and candidate websites.

## 5. WHAT ARE YOUR RIGHTS AND RESPONSIBILITIES?

Be sure to know your rights and responsibilities when voting. Voter rights and responsibilities are posted at each polling place on election day. If you would like more information, go to [www.voteks.org](http://www.voteks.org).

## 6. WHERE AND WHEN DO YOU VOTE?

**When elections occur:** A primary election is held on the first Tuesday in August of even-numbered years for the nomination of Democratic and Republican candidates. Minor party candidates are nominated at state party conventions, and independent candidates file by petition. The general election is held on the Tuesday following the first Monday in November of even-numbered years.

**Voting hours:** State law requires that polling places open at 7:00 a.m. and close at 7:00 p.m. on election day; however, the county may open the polls earlier and close them later. All voters who are in line at 7:00 p.m. are allowed to vote.

**Where to vote:** After registering, you will receive a voter registration certificate, which shows the location of your voting place. If, after checking your certificate, you are still unsure where to vote, contact your county election office for further assistance. You can also check your local newspaper, which will publish polling place

addresses on or before election day. Go to [www.voteks.org](http://www.voteks.org) and click on the link for voter registration status, polling place, and ballot information.

## 7. HOW WILL YOU VOTE?

As a Kansas voter, you may cast a ballot at your local polling place on election day; you may cast an advance ballot; if you are in the military serving abroad, you may cast a federal service ballot; or, in a few special cases, you might cast a president-only ballot. Go to [www.voteks.org](http://www.voteks.org) for more information and instructions for the different types of ballots.

## 8. WHAT PHOTO IDENTIFICATION IS VALID FOR VOTING?

**State law requires that all voters show photo identification each time they vote.** Acceptable forms of identification include driver's license or nondriver's ID card, a concealed carry handgun license, U.S. passport, government employee ID, military ID, student ID, public assistance ID or Indian tribe ID (see [www.gotVoterID.com](http://www.gotVoterID.com) for details and exceptions).

## 9. HOW DO YOU MAKE CERTAIN YOUR VOTE COUNTS?

Be sure to have proper identification with you when going to vote. This will ensure that you are able to vote a regular ballot. Each polling place will have specific instructions for the method of voting.

## 10. HOW DO YOU FILE A COMPLAINT?

Federal law requires that each state have a complaint procedure in place for voters who would like to express complaints about alleged election crimes or other voting problems. If you feel your rights were violated, refer to the complaint process at [www.voteks.org](http://www.voteks.org) or call your county election office.